

June 19, 2006

1. Call to Order/Roll Call/Opening Ceremonies

Chairman Alex Vispoli opened the meeting of the Board of Selectmen on Monday, June 19, 2006 in the Selectmen's Conference Room in the Town Offices at 6:50 p.m. Present were Selectmen Lyman, Teichert and Chairman Vispoli. Town Manager Buzz Stapczynski was also present.

2. Executive Session

It was moved by Selectman Lyman and seconded by Selectman Teichert that the Board goes into Executive Session AT 6:52 p.m. to discuss collective bargaining strategy and to return to Open Session. The motion was voted and approved 3-0 by roll call vote, Selectmen Lyman, Teichert and Chairman Vispoli in favor. Present at the Executive Session was Town Manager Buzz Stapczynski.

There being no further business to come before the Board, a motion was duly made and seconded to adjourn the Executive Session and return to the Open Meeting at 7:45 p.m. The motion was voted and passed 4-0 by roll call vote, Selectmen Lyman, Hess, Teichert and Chairman Vispoli, in favor of the motion.

3. Opening Ceremonies

Upon return from Executive Session, Chairman Vispoli called the Regular Meeting to order at 7:50 p.m. Selectmen Hess, Lyman, Teichert and Chairman Vispoli were present. Selectman Major was absent. Also present was Town Manager Buzz Stapczynski. The Chairman called for a moment of silence followed by the Pledge of Allegiance. During the moment of silence Chairman Vispoli mentioned the passing of Craig Thorn last week, a long time English Instructor at Phillips Academy. Recording Secretary Elizabeth A. Kochakian took the minutes. This meeting was duly posted and cablecast live.

4. Communications/Announcements/Liaison Reports

Town Manager Stapczynski:

- Tomorrow night in the Memorial Hall Library at 7:00 p.m. the Massachusetts Highway Department is having a public information meeting on the 25% design plans for the Rt. 125 Salem Street/Stinson Road intersection redesign.
- Department of Community Services will be starting their summer concert series next Wednesday night and every Wednesday night thereafter at 6 p.m. until 8 p.m. at the bandstand in The Park.
- The 4<sup>th</sup> of July fireworks will be held on July 3, 2006 at the Andover High School at dusk; 9:15 p.m. or so.
- Monday, July 3, the Town Offices will be closed and Town employees will have to take a vacation or personal day for that date. Other offices and facilities will be open including the Memorial Hall Library.
- On Tuesday, July 4th they need Selectmen and helpers for cooking pancakes and sausages for the Pancake breakfast. He asked all workers to report on or about 8 a.m. Pancakes will be served until the batter runs out.
- Also on that day, the Horribles Parade will start at 9 a.m. and the Middlesex Concert Band will start at 11:00 a.m. There will be entertainment and other activities for the family as well.
- As to the latest on flood information, The Manager said they have a number of families still displaced. The whole Balamoral Condominium complex, 86 units, is not back in due to a variety of electrical and other issues they are dealing with. Washington Park Condos have approximately 55 units still in renovation/repair stage. It is mainly first floor units that are not occupiable. Also, he said that two houses on North Main Street have not yet been electrified.

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4. Communications/Announcements/Liaison Reports (Cont.)

Town Manager Stapczynski (Cont.):

- The Manager said that FEMA and MEMA are in town and most people who need help have been contacted. He said that Police Lieutenant Hashem was at a meeting today with the Feds and they expect to get a package of material that will be filled out to apply for FEMA money. FEMA will pay 75% of eligible costs, overtime other materials lost during the storm. The State is working on a Bill to apply for money up to 12.5%. The Town will pick up the 12.5% difference of the eligible costs. Selectman Hess asked whether or not the Town would consider waiving the building fees for people whose homes were damaged by the flood and needed building permits to rebuild. Selectman Lyman said she would like to know what that would mean in projection costs. The Manager said they are waiving electrical reconnect fees because it is clear who is reconnecting. Also, the Fire Department is doing the same for the fire alarm reconnect fee. He said he would check into the building permit fees to see what the cost impact will be. Selectman Vispoli asked the Manager to find out if any other towns have adopted such a policy as well.
- Reminded the Board to send in their comments/preferences to Sandy Cassano for the Board of Selectman liaisons.
- The Town accountant and his office have received notice that they are being recognized as a CAFR community. He read the Certificate of Achievement for Excellence in Financing that was awarded to the Accounting Department by the Governor's Finance Office Association for its comprehensive annual financial report called CAFR. He said they would probably follow that with a plaque. The Manager noted that this is the second year they have received this award and congratulated the Accounting staff for a job well done.
- He needed to pull together a meeting of the representatives of the various Boards working on the Audit Committee. He will talk to Brian Major, The Selectmen's liaison, and Tim Felter from the Finance Committee to try to set up the meeting. A report is due back to the three boards.
- The Manager said they needed to have a meeting with the School Administration and CATV Committee in Executive Session to talk about some matters. They will set up a date for that later in the meeting.

Selectman Mary Lyman:

- The Commission on Disabilities will be meeting this Thursday at 7:00 p.m. in the Library if anyone would like to come to the meeting.

Chairman Alex Vispoli:

- On June 9, Chairman Vispoli said he attended a meeting at Weyth hosted by the Massachusetts Speaker of the House with a lot of representatives from the three different communities around this whole I-93 Interchange discussion in attendance. The real meaning for the meeting was to get the Speaker here to look at and understand the issue when it comes time for state funding. He said that Paul Materazzo was there as well and the Selectmen and planning groups from the other towns, Wilmington and Tewksbury as well. It was pretty much an awareness session and the positions of 3 towns were articulated at the meeting.

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4. Communications/Announcements/Liaison Reports (Cont.)

Chairman Alex Vispoli (Cont.):

- Chairman Vispoli announced that they had a special guest with them this evening as well as the Board of Health committee. He called forth Douglas Dunbar, Chairman of the Andover Board of Health for 39 years, who was retiring. Tonight was his last meeting. Mr. Vispoli told Mr. Dunbar that the Board would like to recognize and commend him for his work and significant contributions to the Town of Andover. Selectman John Hess read the citation recognizing Dr. Dunbar for his 39 years of distinguished service and offered him their heartfelt thanks for giving so generously of his time and talents and accomplishing so much. He received a loud round of applause.

Dr. Dunbar said this was overwhelming and he appreciated it. He thanked Buzz for his confidence in him over the years. He said it has been an honor and privilege to do what he has done for the Town but that without the professional staff and people he has been working with over the years, it couldn't of happened. Without them they wouldn't have been able to steer the Board in the direction they went. Dr. Dunbar said it has been a great pleasure and honor being part of the Town Board. He thanked everyone very much.

Chairman Vispoli noted that as towns are ranked in Massachusetts Andover is always in the top in health standards. He said that Dr. Dunbar's contributions couldn't be minimized; that is why people move here. It is a healthy place to live. He said they got a letter of congratulations from another town from the Health Director in Acton, Doug Halley, who recognized Dr. Dunbar's 10 years plus as inspector for Acton. Dr. Dunbar said it was great to hear that from him. He was a great boss and great Health Director in that town and was thankful for the recognition. In closing, Dr. Dunbar said it has been a pleasure working for the Town and made very easy by various Board Members and directors, some of which were present this evening. He said he believed their new Director is going to be a great asset to the town.

Selectman Hess took this opportunity to also thank everybody who volunteers and the members of the Board of Health. Selectman Teichert also thanked Dr. Dunbar for personally knowing him and working with him over the years. He wished him the best of luck in his retirement.

5. Approval of Consent Agenda Items

A. Appointments and Re-appointments

It was moved by Selectman Hess that the Board approve the following appointments by the Town Manager:

DEPARTMENT	POSITION	RATE	EFF. DATE
COMMUNITY DEVELOPMENT & PLANNING - Conservation Division			
Lynn Viselli	Recording Secretary -	\$150/mtg.	6/20/06
	Conservation Commission - PT		
	(v. D. Scannell)		

5. Approval of Consent Agenda Items (Cont.)

June 19, 2006, 2006 (Cont.)

A. Appointments and Re-appointments (Cont.)

COMMUNITY SERVICES

Peter G. Hanson	Counselor - PT	C2A	6/2/06
Margaret A. Hanlon	Office Staff - PT	C2A	6/2/06
Meghan E. Keefe	Counselor - PT	C2A	6/2/06
Christopher J. Vining	Counselor - PT	C2A	6/1/06
Meghan J. Harrington	Counselor - PT	C2A	6/1/06
Mark T. Rogers	Waterfront Coordinator - PT	C7A	5/15/06
Gregory P. Carroll	Counselor - PT	C2A	6/1/06
Julie H. Wadland	Counselor - PT	C2A	6/1/06
Andrea M. Faris	Tennis Instructor - PT	C2A	6/1/06

DEPARTMENT OF PUBLIC WORKS

Timothy LeGrow	Laborer - Seasonal - PT \$12.50/hr.	6/20/06
Michael Donohue	Maintenance - Seasonal - PT \$12.50/hr.	6/20/06

SPRING GROVE CEMETERY TRUSTEES - Term expires 6/30/07

Gwen Hedrick (v. K. Russo)

The motion was seconded by Selectman Lyman, voted and approved 4-0.

It was moved by Selectman Teichert to approve the following appointments by the Town Manager.

BOARD OF HEALTH - Term expires 6/30/09

Dr. Donald Miller (v. D. Dunbar)

MEMORIAL HALL LIBRARY TRUSTEES - Term expires 6/30/09

Frank Castle (v. M. Rizzo)

BALLARDALE HISTORIC DISTRICT COMMISSION - 6/30/09

Lynn Smiledge - Regular Member (v. C. Huntress)

The motion was seconded by Selectman Lyman, voted and approved 4-0.

It was moved by Selectman Lyman that the Board approve the following appointment by the Board of Selectmen:

ZONING BOARD OF APPEALS - Term expires 6/30/08

Stephen D. Anderson - Regular Member (v. P. Mitchell)

5. Approval of Consent Agenda Items (Cont.)

June 19, 2006, 2006 (Cont.)

A. Appointments and Re-appointments (Cont.)

The motion was seconded by Selectman Hess, voted and approved 4-0.

It was moved by Selectman Lyman that the Board approve the following re-appointments by the Town Manager:

BALLARDVALE HISTORIC DISTRICT COMMISSION - Terms expire 6/30/09

Ronald J. Abraham

Bruce S. Taylor

CABLE ADVISORY COMMITTEE - Terms expire 6/30/09

Barbara Worcester

Zeff Marusich

COMMISSION ON DISABILITY - Term expires 6/30/09

Madelaine St. Amand

CONSERVATION COMMISSION - Terms expire 6/30/09

Marcia Miller

Gail Ralston

Michael Walsh

COUNCIL ON AGING - Terms expire 6/30/09

Mary Jane Bausemer

Jo-Ann Deso

Nancy Mulvey

Judith G. Trerotola

HOUSING PARTNERSHIP/FAIR HOUSING COMMITTEE - Terms expire 6/30/09

Bruce Sorota

HOUSING TRUST FUND BOARD OF TRUSTEES - Terms expire 6/30/09

Kimberly Sousa

Reginald Stapczynski

MAIN STREET COMMITTEE - Terms expire 6/30/09

Clifford T. Markell

John R. Daher

John A. Simko

Karen M. Herman

Ann E. Constantine

Judith F. Wright

Abigail O'Hara

Sheila M. Doherty

John C. Campbell

Gary Finlayson

Steven J. Druth

The motion was seconded by Selectman Hess, voted and approved 4-0.

5. Approval of Consent Agenda Items (Cont.)

A. Appointments and Re-appointments (Cont.)

June 19, 2006, 2006 (Cont.)

It was moved by Selectman Teichert that the Board approve the following reappointments by the Town Manager:

MEMORIAL HALL LIBRARY TRUSTEES - Term expire 6/30/09

Laurence J. Lamagna

Mark N. Spencer

PLANNING BOARD - Term expires 6/30/11

Sheila Doherty

PATRIOTIC HOLIDAY/STREET OF FLAGS COMMITTEE - Terms expire 6/30/07

Calvin A. Deyermond

John C. Doherty

John J. Lewis

Joseph D. McCloskey

James M. Deyermond

Edward Cole

Robert S. Hamilton

PRESERVATION COMMISSION - Terms expire 6/30/09

Karen M. Herman

James S. Batchelder

RECYCLING COMMITTEE - Terms expire 6/30/09

Carolyn Dann

Glenn A. Rogers, Jr.

SCHOLARSHIP COMMITTEE - Terms expire 6/30/07

Kathleen M. Hess

David J. Reilly

Rosalie Konjoian

Dr. Eric Stubenhaus

Cynthia Milne

David Drinon

Norman Rice

SPRING GROVE CEMETERY - Term expires 6/30/09

Arthur H. Richter

TOWLE FUND TRUSTEES - Terms expire 6/30/09

Philip F. Sullivan

Donald L. Thompson

MERRIMACK VALLEY PLANNING COMMISSION - Terms expire 6/30/07

Paul Salafia

John J. McDonnell - Alternate Member

The motion was seconded by Selectman Lyman, voted and approved 3-0-1 (Selectman Hess abstaining).

5. Approval of Consent Agenda Items (Cont.)

A. Appointments and Re-appointments (Cont.)

June 19, 2006, 2006 (Cont.)

It was moved by Selectman Hess that the Board approve the following reappointments by the Town Manager:

MERRIMACK VALLEY REGIONAL TRANSIT AUTHORITY - Terms expire 6/30/07

Paul Materazzo

Lisa Schwarz - Alternate Member

IPSWICH RIVER WATERSHED MANAGEMENT COUNCIL - Term expires 6/30/07

John Pollano

VETERANS SERVICES AGENT - Term expires 6/30/07

John C. Doherty

KEEPER OF THE LOCKUP - Term expires 6/30/07

Police Chief Brian J. Pattullo

DIRECTOR OF EMERGENCY MANAGEMENT - Term expires 6/30/07

Police Chief Brian J. Pattullo

INSPECTOR OF ANIMALS - Term expires 6/30/07

Richard D. Lindsay, DVM

GREATER LAWRENCE COMMUNITY ACTION COUNCIL - Term expires 6/30/09

Judith M. Yelle

And, that the Board approves the following re-appointments by the Board of Selectmen:

ZONING BOARD OF APPEALS - Terms expire 6/30/09

Daniel S. Casper - Regular Member-Lynne Batchelder - Associate Member  
Nancy K. Jeton - Associate Member

The motion was seconded by Selectman Lyman voted and approved 4-0.

Upon request of Selectman Hess, the Manager explained about the Towle Fund that it is a vehicle by which the truly needed in the community receive small stipends to help them through a difficult period of their life. In answer to Mary Carbone, David Reilly, Collector Treasurer, said the principle balance was \$345,000 and the interest was about \$98,000.

5. Approval of Consent Agenda Items (Cont.)

B. Use of The Park

It was moved by Selectman Teichert that the Board grant permission

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to Eric W. Lindahl, Minister of Worship Arts at the Free Christian Church, 31 Elm Street, Andover, on behalf of the Free Christian Church and the Andover Baptist Church to use The Park on Saturday, September 9, 2006 from 3:00 P.M. to 8:00 P.M. (raindate - Sunday, September 10, 2006) to host an old-fashioned get-together for their church families, friends and neighbors. Arrangements have been reviewed and approved with conditions by the Police Department.

The motion was seconded by Selectman Lyman, voted and approved 4-0.

C. Feaster Five Road Race

It was moved by Selectman Lyman that the Board grant permission to Dave McGillivray, DMSE, Inc., to conduct the 19<sup>th</sup> Annual Feaster Five Road Race through the streets of Andover on Thanksgiving Day, November 23, 2006 beginning at Brickstone Square. The request has been reviewed and approved with conditions by the Andover Police Department.

The motion was seconded by Selectman Teichert, voted and approved 4-0.

D. Hike for Hope

It was moved by Selectman Hess that the Board grant permission to Roger Desjardins, Lazarus House Hike for Hope Committee, to conduct their 7<sup>th</sup> annual event through the streets of Andover on Sunday, October 1, 2006 beginning at 1:00 p.m. at Merrimack Valley and ending at Merrimack College. The request has been reviewed and approved with conditions by the Andover Police Department.

The motion was seconded by Selectman Teichert, voted and approved 4-0.

6. Citizens Petitions and Presentations

None this evening.

7. New Business

A. Board to Accept Bid for Short-Term Borrowing

David Reilly, Collector Treasurer, appeared before the Board to speak on this request and to answer questions. He said this was short term borrowing for December. It is money already spent between last fall when they went out and borrowed money they have spent and have to borrow before June 30. They have authorization from Town Meeting to spend the money; now they have to get the cash.

7. New Business (Cont.)

A. Board to Accept Bid for Short-Term Borrowing (Cont.)

It was moved by Selectman Teichert that the Board approve that the



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bid of \$2,185,000 for six months, June 22, 2006 and due December 8, 2006, for the following projects:

Article 12, 2005 School Equipment	\$ 235,000
Article 12, 2001 Land	1,100,000
Article 23, 2002 Land	100,000
Article 44, 1999 Landfill	250,000
Article 34, 2005 Water Treatment Plant	500,000
	<u>\$ 2,185,000</u>

be awarded to Eastern Bank at 3.6240%.

The motion was seconded by Selectman Lyman, voted and approved 4-0.

B. Discussion and Vote on FY-2006 Compensation Fund Transfer

Tony Torrisi, Finance Director, appeared before the Board to speak on this request and to answer questions. He said this is the 1st Compensation Fund transfer this year based on the settlement of two of their negotiating units. They have \$695 in the Compensation Fund and at a subsequent date he said he would be in for at least one or maybe more as the bargaining units settle. This is for Independent employees and AFSCME.

It was moved by Selectman Lyman that the Board approve that the sum of \$193,300 be transferred from the FY-2006 Compensation Fund to the following Personal Services appropriations for FY-2005 and FY-2006 wage agreements:

General Government	\$ 38,500
Public Works	\$ 61,500
Community Services	\$ 19,600
Community Development	\$ 36,300
Plant & Facilities	\$ 25,300
Memorial Hall Library	<u>\$ 12,100</u>
 TOTAL TRANSFER	 \$193,300

The motion was seconded by Selectman Teichert, voted and approved 4-0.

7. New Business (Cont.)

C. Discuss and Vote on Amendment to the Flexible Spending Account Plan

Mr. Torrisi explained that they have a program that allows employees

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to set aside money for medical expenses and day care costs that is tax deductible. The money is sent to an account, they send in bills later and receive money back. It is a paperwork processing system. Mr. Torrissi said they have been offered through the company that administers this plan the use of a debit card specific for eligible medical expenses. There will be no cost to the town; if they do this, the employee will pay the administrative fee.

It was moved by Selectman Lyman that the Town of Andover Flexible Spending Account Plan be amended, effective as of May 1, 2006, to allow participants the option to use debit cards provided by the Administrator and the Plan for the payment of medical expenses and/or employment-related dependent care expenses in accordance with the terms and upon proper execution of the documents presented at the meeting and that Anthony J. Torrissi in his capacity as Finance Director of the Town of Andover is empowered, authorized and directed to execute, deliver and accept any and all documents and undertake all acts reasonably required or incidental to accomplish the foregoing vote, all on such terms and conditions as he, in his discretion, deems to be in the best interests of the Town of Andover.

Selectman Hess seconded the motion.

In answer to Mary Carbone, Tony Torrissi explained what this plan was all about. He said it was part of a Union Agreement and about 40 people participate. It is only offered to two or three collective bargaining units and has been in existence for 10 years.

The motion was voted and approved 4-0.

D. Discussion and Approve Over Expenditures as a Result of the May 2006 Flood

Tony Torrissi said they received a bulletin from the Commonwealth of Massachusetts sent to all Massachusetts municipalities; a bulletin they send out annually when there are emergency situations that are going to cost communities significant amounts of money they haven't budgeted for. He said there are provisions in Mass General Laws that allows communities to overextend appropriations. Because of the flood emergency, he said they have incurred expenses greater than appropriations in some cases. This will authorize the Town to pay those bills and then any grants they receive, when they receive those moneys, they will go to offset the deficits they have.

7. New Business (Cont.)

D. Discussion and Approve Over Expenditures as a Result of the May 2006 Flood (Cont.)

If they continue to have a deficit after that, acceptance of this allows carrying that deficit over to the next fiscal year. As to how much

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is the deficit; Mr. Torrisi said they don't know that figure yet.

It was moved by Selectman Lyman that the Town of Andover be authorized to pay expenses in excess of appropriations related to the "Flood of 2006" as authorized by Massachusetts General Laws Chapter 44, Section 31 and that any amount of State and/or Federal reimbursement issued to finance the costs of this flood emergency may be applied to reduce amounts to be raised by taxation.

The motion was seconded by Selectman Teichert, voted and approved 4-0.

E. Licensing Agreement for Hearthstone Place

Bob Lavoy, Attorney on behalf of Peter Lemay, resident of 7 Keystone Way, appeared before the Board. Mr. Lemay was also present for this request. Atty. Lavoy told the Board that this matter was before the Selectmen in November when they came and asked permission to beautify the area adjacent to Mr. Lemay's home which was owned by the Town and under the care, custody and control of the Conservation Commission. The Selectmen suggested they go back to Conservation Commission, which they did in the spring and applied for a formal permission request to do the work. Mr. Lemay received permission back in April after it went before Town Meeting and Article 30 passed. Atty. Lavoy said that even though they had Conservation Commission approval, the Commission decided a written license agreement was in order. He was not sure there was a need for a license agreement but nevertheless he said they were here tonight with an agreed format. He asked the Selectmen to vote to sign it so they can get that work under way. On request of Chairman Vispoli, Atty. Lavoy explained the work Mr. Lemay is going to do with the property.

After all discussion, it was moved by Selectman Hess that the Board of Selectmen approve the Temporary License and Indemnification Agreement for Heartstone Place. The motion was seconded by Selectman Teichert.

It was noted that the agreement was reviewed and approved by Town Counsel Urbelis. After all discussion, the motion was voted and approved 4-0.

7. New Business (Cont.)

F. Board Sets July, August, and September Meeting Dates

After a discussion, the Board set the following meeting dates:

June 26 from 6:00 to 7:00 p.m. Executive Session with CATV and

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School Administration; 7:00 to 8:30 p.m. Meeting with Department Heads

July 10 and July 24 (possible joint meeting with FinCom on Pensions)

August 7 at 7:30; August 21, 2006 at 7:00 p.m.

September 11; September 25, 2006

8. Old Business

A. Status Report on the Andover Fire Department Management Study and Fire Chief Search

The Manager said they have a consultant on board to help them do a Management Study for the Town of the Fire Department. He said there are 8 areas the consultant will be looking into in regards to the operation and management of the department. He said the company is Municipal Resources, Inc. out of Meredith, New Hampshire; the fee for the service is \$8,470; it will take about two months to do the study. They started the end of the first week in June and he expects to see results the 1st or 2<sup>nd</sup> week in August. They will be looking at the following items:

- The leadership and command of the department
- The organizational and staffing structure
- The selection and promotion of personnel
- Internal communications and training
- Budgeting practices; the uses of financial sources and funding sources
- Shift coverage and use of overtime
- Public relations
- Facilities, apparatus and equipment.

The Manager continued that they will be using a variety of techniques, benchmarking and will do various assessments including the interviewing of Selectmen. They will be doing site visits and different kinds of analysis with comparable communities. They will be using some of them to compare and contract. They expect a report from them in mid August on the Management Study.

As far as the search for a Fire Chief, the Manager said they will be putting out a Request for Proposal for Chief and the Assessment Center and the consultant will assist them with that probably in four weeks. He said he wanted to get this study up and going and then get someone on board.

8. Old Business (Cont.)

A. Status Report on the Andover Fire Department Management Study and Fire Chief Search (Cont.)

Selectman Vispoli asked when they have a committee put together how will that process work. The Manager said that is what they are flushing out now and they will be looking at both internal and external

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candidates. As to when he expects to take the finalist, the Manager said he will be interviewing in mid September and would like to make an appointment in early fall. Chairman Vispoli asked what the involvement of the Selectmen will be in the process and how do they get updated and up to speed. The Manager said he will keep the Selectmen apprised on a periodic basis of the process and how it is moving along.

Chairman Vispoli asked if the Chief's job description is ready to go. The Manager said they have not altered it yet but that is not a time consuming process; the job description they have is not old to begin with. He said the job description was not the issue; they need to determine the elements that are going to go in the job ad that will be in the newspaper. The Selectmen requested a copy of the job description as well as the names of who will be on the interviewing committee.

B. Continued Discussion of FY-07 Goals and Objectives

Chairman Vispoli said that they have the second draft tonight of the FY-07 Goals and Objectives with the idea this evening to get a consensus on the list to give to the Department Heads to prepare for next week's meeting with them. He hoped that next week's meeting would be as efficient as possible through this process. The Board went through the list and noted the following:

Budget & Finance

- New revenues: Ongoing
- NESWC Funds - Where to put the money and how to use it. Looking to Tony Torrisi's and Finance Committee's recommendations. Interested in hearing Department Heads' perspective.
- Labor contracts: Goal is to get them settled. Circled for now.
- Health insurance - Circled for now.
- Pension costs: What is the Department Heads' involvement going forward if any? Some ideas? Meet with Finance Committee to discuss this.

8. Old Business (Cont.)

B. Continued Discussion of FY-07 Goals and Objectives (Cont.)

- Budget information process: Find a way to streamline it; have some universal format. Objective is public involvement. Ask how can they can get a much more efficient method of having these reviews with the department heads. Ask Department Heads

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what is important to them when they make a presentation.

Current and Ongoing Projects:

- Ledge Road landfill: Looking for a better way to understand what the phases are of each project; when they are going to happen; the timeline. How do they keep the public informed? Find a way to publicize where they are in the project.
- Reichold Acquisition: Communication. How to let people know where things lie.
- Senior Center: Progress on the project.

Future and Planned projects:

- Youth Center: Ask Department Heads if they have any thoughts on the process. Decide if they are going to hold a Special Town Meeting on this in the fall.
- Town Yard: Alternate sites. Put together a plan, a process.
- Main Street Project: Communication. Basically comes under the Town Manager. Going out to bid in July or August.
- Rte. 125 Signalization: Better publicity/communications. Not necessary to have Department Head feedback.
- I-93 Interchange: Better publicity/communications. Not necessary to have Department Head feedback.
- School Space Evaluation: Meet with School Committee on this.

Policy & Oversight

- Auto Use Policy: Ongoing. Constant updates.
- External and Internal Communications: How to improve communications with public on any issue that comes up.

8. Old Business (Cont.)

B. Continued Discussion of FY-07 Goals and Objectives (Cont.)

Policy & Oversight (Cont.)

- Mid Year Review: Discuss with Department Heads.
- Emergency Preparedness Planning: All Department Heads

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involved. Know what they are doing and where they are in their process.

- Use of Public Lands: What are the concerns of Department Heads on the use of public lands. Put together process for erecting memorials in Town.
- Audit committee: Circled.
- CATV License: Ask Department Heads if they had their own channel what would they do with it. Optimize the use of the Cable TV system. Track license process.
- Town Manager's Evaluation: Board of Selectmen
- Diversity in Hiring: Department Heads' thoughts on this.
- Vision 21: Ties into use of public lands in terms of where are they are going with all of this.

Other Things to Accomplish:

- Fire Chief Recruitment & Selection Process: Discussed this evening.
- Storm water Management Plan and Bylaw: Talk about a series of bylaws that would separate the illegal septic connections into their storm water system. Do they want to take this on and draft a bylaw in accordance with state and federal regulations on storm water management? A number of departments would be involved in this.

Chairman Vispoli asked that this list be updated and given to the Department Heads so they will be prepared next week and they can move quickly on this. He suggested each Department Head prepare and put down their thoughts on each one of these. He said he looked forward to the discussion.

8. Old Business (Cont.)

B. Continued Discussion of FY-07 Goals and Objectives (Cont.)

Selectman Hess commented on the correspondence from Town Counsel Tom Urbelis on House Bill 489, a proposal before the House to change the Open Meeting Law; the main change to fine individual members and boards for violations of the Open Meeting Law. It was consensus to put this on as an agenda item but before they do that, to check when the deadline is.

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9. Approval of Minutes from Previous Meeting

It was moved by Selectman Lyman that the Board approve the minutes of the June 5, 2006 - Regular Meeting. The motion was seconded by Selectman Hess, voted and the minutes were approved 4-0 as written.

10. Adjournment - 9:41 P.M.

Birthday wishes were extended to Selectmen Ted Teichert and Alex Vispoli as well as Mary Carbone.

It was moved by Selectman Hess that the Board close the Regular Meeting of the Board. The motion was seconded by Selectman Lyman, voted and approved 4-0.

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Elizabeth A. Kochakian  
Recording Secretary